GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

A G E N D A MONDAY, OCTOBER 3, 2016 REGULAR SESSION AT THE CONCLUSION OF THE BOARD OF SUPERVISORS MEETING

- I. CALL TO ORDER (In the Board of Supervisors Meeting Room)
- II. CLOSED SESSION SECTION 2.2-3711 (a.) 1) Personnel Matters (In the Board of Supervisors Conference Room)
 - A. Personnel Matters
- III. <u>RETURN TO REGULAR SESSION</u> At the Conclusion of the Board of Supervisors Meeting (In the Board of Supervisors Meeting Room)
- IV. <u>CERTIFICATION OF CLOSED MEETING</u> Section 2.2-3712 Resolution #WS-17-01
- V. APPROVAL OF AGENDA
- VI. APPROVAL OF CONSENT AGENDA
 - A. Approval of Minutes See Attachment C.
 - B. Budgetary Matters See Attachment D.
 - C. Warrants See Attachment \underline{E} .
 - D. Resolution #WS-17-03 regarding Personnel Matters from Closed Session
- VII. PUBLIC HEARING 6:00 P.M.
- VIII. RETURN TO REGULAR SESSION
- IX. ITEMS WITH APPOINTMENTS None
- X. OLD BUSINESS None
- XI. NEW BUSINESS
- XII. MISCELLANEOUS MATTERS
- XIII. ADJOURNMENT

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At the Regular Meeting of the Greensville County Water and Sewer Authority, held on Monday, September 19, 2016, with Regular Session beginning at the conclusion of the Board of Supervisors meeting, in the Board Room of the Greensville County Government Building, 1781 Greensville County Circle, Emporia, Virginia

Present:

Michael W. Ferguson, Chairman Dr. Margaret T. Lee, Vice-Chairman

Peggy R. Wiley

Raymond L. Bryant, Jr.

Chairman Ferguson called the meeting to order.

In Re: Closed Session

Mr. Whittington, Director, stated that Staff recommended the Authority go into Closed Session, Section 2.2-3711 (a) 1) Personnel, 3) Acquisition of Real Property and 5) Business and/or Industry Matters.

Dr. Lee moved, seconded by Mr. Bryant, to go into Closed Session, as recommended by Staff. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Regular Session

Mr. Whittington stated that Staff recommended the Authority return to Regular Session.

Mr. Bryant moved, seconded by Dr. Lee, to go into Regular Session. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Certification of Closed Meeting - Resolution #WS-16-60

Mr. Bryant moved, seconded by Dr. Lee, to adopt the following Resolution. A roll call vote was taken, as follows: Mr. Bryant, aye; Dr. Lee, aye; Mrs. Wiley, aye and Chairman Ferguson, aye.

RESOLUTION #WS-16-60

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Greensville Water and Sewer Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greensville County Water and Sewer Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greensville County Water and Sewer Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greensville County Water and Sewer Authority.

In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the Agenda with no added items.

Mr. Bryant moved, seconded by Dr. Lee, to approve the Agenda as submitted. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Approval of the Consent Agenda

Mr. Whittington stated that Staff recommended approval of the Consent Agenda.

Mr. Bryant moved, seconded by Mrs. Wiley, to approve the Consent Agenda consisting of the following items. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

Minutes from the meeting of September 6, 2016

In Re: Budgetary Matters consisting of the following: <u>Fund #001</u> – Journal Voucher #46, in the amount of \$27.45, Journal Voucher #48, in the amount of \$220.00,

Journal Voucher #54, in the amount of \$20,826.00 and Journal Voucher #56, in the amount of \$84,800.00; Fund #1&2 – Journal Voucher #47, in the amount of \$139,285.09, Journal Voucher #49, in the amount of 10,559.00 and Journal Voucher #53, in the amount of \$98,335.00, all of which are incorporated herein by reference.

Warrants:

Approval of Accounts Payable for September 19, 2016, in the amount of \$2,226,440.51.

Approval of the General Fund, in the amount of \$246,585.93 Approval of Special Projects, in the amount of \$1,979,854.58

In Re: Proposed FY2017 Budget

Mrs. Brenda Parson addressed the Authority and read the following Resolution #16-61 into record. She then request approval of Resolution #16-61.

RESOLUTION # WS-16-61 APPROVAL OF FISCAL YEAR 2016-2017 BUDGET

WHEREAS, the Recommended Operating Budget for the Fiscal Year 2017 has been duly presented to the Authority and revisions made; and

NOW, THEREFORE, BE IT RESOLVED that for informational and fiscal planning purposes, the Greensville County Water and Sewer Authority adopts, as incorporated herein by reference, an Operating Budget – Water of \$2,013,282 and an Operating Budget – Sewer of \$2,563,467.

FURTHER, BE IT RESOLVED, that no expenditure shall be made or money shall be paid out until an appropriation is made by this governing body.

Mr. Bryant moved, seconded by Dr. Lee, to approve Resolution #WS-16-61. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: An Agreement for Auditing Services with Robinson Farmer, Cox

Mrs. Parson stated that the Auditing Services Agreement was for the annual financial audit that was conducted each year by Robinson, Farmer, Cox and Associates at an annual rate of \$12,900. She then requested approval of the Agreement between Robinson, Farmer, Cox and Associates and the Authority.

Supervisor Lee moved, seconded by Supervisor Bryant, to approve the Agreement for Auditing Services with Robinson, Farmer, Cox and Associates. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

In Re: Adjournment

There being no further business to discuss, Dr. Lee moved, seconded by Mr. Bryant, to adjourn the meeting. Voting aye: Mr. Bryant, Dr. Lee, Mrs. Wiley and Chairman Ferguson.

Michael W. Ferguson Greensville County Water and Sewer Authority

GREENSVILLE COUNTY WATER & SEWER

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NOTICE OF PUBLIC HEARING

The Greensville County Water & Sewer Authority will, on Monday, October 3, 2016, 6:00 p.m. at the Greensville County Government Building, 1781 Greensville County Circle, Emporia, VA 23847, hold a public hearing on the following proposed changes to sewer rates. The public hearing is held pursuant to Section 15.2-5136 of the Code of Virginia, 1950, as amended, and is for the purpose of allowing the public to question and comment on the proposed changes. All citizens of the County have the right to attend and share their views:

Water Rates

Residential	Existing	Proposed
First 3, 000 gallons per month	\$16.95	\$ 16.95
Each additional 1,000 gallons per month	\$ 5.65	\$ 5.65
Non-user rate per month	\$ 5.36	\$ 6.00
Commercial and Industrial Customers First 3,000 gallons per month Each additional 1,000 gallons per month Non-user rate per month	\$17.85 \$ 5.95 \$ 5.36	\$ 17.85 \$ 5.95 \$ 6.00
Negotiated Industrial and Institutional Rates		no change

Sewer Rates

Residential	Existing	Proposed
First 4, 000 gallons per month	\$32.35	\$ 33.16
Each additional 1,000 gallons per month	\$ 6.47	\$ 6.63
Non-user rate per month	\$ 10.22	\$ 9.97
Commercial and Industrial Customers		
First 4,000 gallons per month	\$37.73	\$ 38.67
Each additional 1,000 gallons per month	\$ 7.54	\$ 7.73
Non-user rate per month	\$10.22	\$ 9.97
Negotiated Industrial and Institutional Rates		+2.5%

ADVERTISE: Sunday, September 11, 2016 Sunday, September 18, 2016

RESOLUTION # WS- 17- 02 FY2017 WATER AND SEWER RATES

WHEREAS, the Greensville County Water and Sewer Authority must establish rates for the provision of potable water and treatment and disposal of wastewater to cover the expenses necessary or properly attributable to furnishing the services; and

WHEREAS, the current water rates will be maintained, a two and one-half percent increase will be applied to the existing sewer rates.

NOW, THEREFORE, BE IT RESOLVED that the Greensville County Water and Sewer Authority adopts the following rates for water and sewer service as proposed at the public hearing held October 3, 2016.

	Water Rates	
Residential First 3, 000 gallons per month Each additional 1,000 gallons per month Non-user rate per month	Existing \$16.95 \$ 5.65 \$ 5.36	Proposed \$ 16.95 \$ 5.65 \$ 6.00
Commercial and Industrial Customers First 3,000 gallons per month Each additional 1,000 gallons per month Non-user rate per month Negotiated Industrial and Institutional Rates	\$17.85 \$ 5.95 \$ 5.36	\$ 17.85 \$ 5.95 \$ 6.00 no change
	Sewer Rates	
Residential First 4, 000 gallons per month Each additional 1,000 gallons per month Non-user rate per month	Existing \$32.35 \$ 6.47 \$ 10.22	Proposed \$ 33.16 \$ 6.63 \$ 9.97
Commercial and Industrial Customers First 4,000 gallons per month Each additional 1,000 gallons per month Non-user rate per month Negotiated Industrial and Institutional Rates	\$37.73 \$ 7.54 \$10.22	\$ 38.67 \$ 7.73 \$ 9.97 +2.5%

Michael W. Ferguson, Chairman Greensville County Water & Sewer Authority

ATTEST:

Denise Banks-Chatman, Clerk Greensville County Water and Sewer Authority

Adopted on this 3rd day of October 2016.

GREENSVILLE COUNTY WATER AND SEWER AUTHORITY

TO: Greensville County Water and Sewer Authority

FROM: Moses A. Clements, Public Works/Assistant Authority Director

RE: Route 58 West Water and Sewer Extension Project, Contract E

DATE: September 28, 2016

Construction bids for the above referenced project were opened on September 22, 2016. Five different contractors submitted bids. Each bid package contained a Base Bid, a Bid for Alternate #1 and a bid for Alternate #2. The bid alternates were used to obtain prices on different line sizes.

The lowest bid for the Base Bid, Alternate #1 and Alternate #2 were all supplied by Tony E. Hawley Construction. The total of Hawley's base bid and bid alternates was \$2,536,430.00.

The Consulting Engineer, B&B Consultants, Inc., and the County Staff have reviewed the bid results and determined that the Authority should award the base bid and both bid alternates. Utilizing the bid alternates increases the Authority's water system capacity and provides for operational flexibility. Therefore, I respectfully recommend the Authority take the following actions:

- Award the Contract E Base Bid, Alternate #1, and Alternate #2 to Tony E. Hawley Construction in the amount of \$2,536,430.00.
- Authorize the Authority Director to execute the construction contract, contingent on the approval of the County Attorney and the funding agencies.

Please contact me if you have any questions. Thank you for your attention to this matter.